



CITY MANAGER'S **UPDATE**

Monthly report to the City of Annapolis City Council

SEPTEMBER 2015

TABLE OF CONTENTS

Performance Measure

Police Calls and Service Times

Crime

Condition Index for Streets

Diversion Rate of Solid Waste from Disposal at a Landfill

Water Quality Testing Results

Permits

Value of Private Construction

Private Construction Inspections Performed

Budget Status

Central Purchasing

Current Procurements

Capital Projects

Pump Station Replacement/Rehabilitation

Sewer Rehabilitation/Water Distribution

Water Tank Rehabilitation

New Water Treatment Plant (WTP)

Annapolis Water Reclamation Facility (AWRF) Projects – Influent Pump Station project and Flow Measurement project (County managed)

Road Resurfacing

Dam Repair at Waterworks Park

City Hall Projects

Landfill Gas Mitigation

Maintenance Facilities

Stormwater Management Retrofit

Main Street Reconstruction

City Dock Bulkhead Replacement, Phase 2

Personnel Update

New Hires

Promotions/Internal Vacancies Filled

Law Office Report

Open Litigation

Adopted Legislation

[City Clerk](#)

[Alcoholic Beverage Control Board](#)

[Board of Supervisors of Election](#)

[Public Safety Update](#)

[Fire Department](#)

[Emergency Management](#)

[Police Department](#)

[Building Activity](#)

[Planning Activity](#)

[Comprehensive Planning](#)

[Current Planning](#)

[Community Development](#)

[Historic Preservation](#)

[Recreation and Parks](#)

[Recreation](#)

[Parks](#)

[Harbormaster](#)

[Transportation](#)

[Monthly News](#)

[Activity Report](#)

Performance Measure

Police Calls and Service Times

Month	2012	2013	2014	2015	Average Emergency Response Time	PI Accident/ Response	Armed Subject/ Response	Shots Fired/ Response
January	3153	2596	2894	2571	1:30 Minutes	12 = 1:20	3 = 1:31	19 = 1:41
February	2725	2399	2714	2422	2:09 Minutes	9 = 2:18	2 = 1:15	6 = 2:55
March	3217	3117	2885	2714	1:06 Minutes	13 = 1:07	9 = 1:18	3 = 0:55
April	2997	2931	3005	2808	1:24 Minutes	21 = 1:50	6 = 1:06	15 = 1:17
May	3259	3145	3197	2961	1:28 Minutes	14 = 1:11	4 = 2:13	20 = 1:01
June	3100	3051	3161	3059	2:14 Minutes	20 = 3:03	18 = 1:21	23 = 2:19
July	3123	3176	3515	3076	1:43 Minutes	21 = 2:10	4 = 1:53	13 = 1:08
August	3033	2995	3280	3064	1:50 Minutes	18 = 2:11	7 = 1:11	6 = 2:10
September	3180	3342	3129	2892	2:10 Minutes	19 = 2:58	6 = 2:38	10 = 1:26
October	3239	3269	3158					
November	2748	3472	2763					
December	2667	2670	2551					
Totals	36163	36252	36252	25,567				
Avg Per Day	106.1 cfs	99.5 cfs	98.5 cfs	93.7 cfs				

Crime

Crime	Murder	Rape	Rob Arm	Rob NWU	Agg Aslt		Burg- Res	Burg-Com	Larceny	MV Theft	Total
Sept 15	0	2	6	1	6		11	3	68	2	99
Sept 14	0	0	1	5	11		11	3	57	6	94
Diff +/-	0	+2	+5	-4	-5		0	0	+11	-4	+5
Diff % +/-	0.00%	100.00%	+83.33%	-80.00%	-45.45		0.00%	0.00%	+16.18%	-66.67%	+5.05%
				Monthly	Total					Monthly	Total

	Violent Crime Diff +/-	-2	-11.76%		Property Crime Diff +/-	-7	-8.33%
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Condition Index for Streets

- Total length of City streets – approximately 90 miles of roadway are City maintained.
- Weighted average “Remaining Surface Life” of City streets – 8.1 years
- 2015 paving total – 1.54 miles

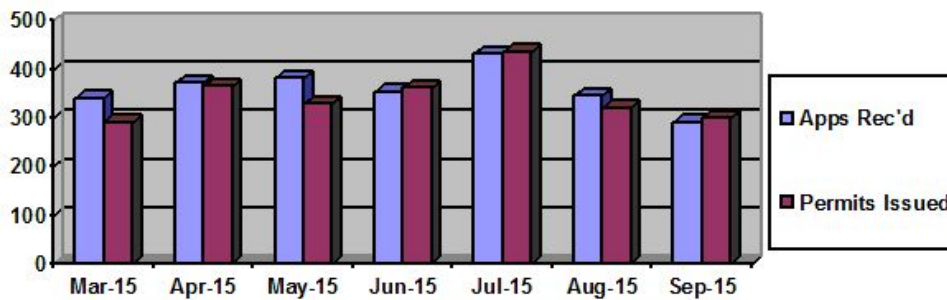
Diversion Rate of Solid Waste from Disposal at a Landfill

- September diversion rate – 37.0%
- 12-month (October 2014 – September 2015) diversion rate – 41.9%

Water Quality Testing Results

- There were no water quality issues with the September water samples.
- There have been no water quality issues with water samples taken in 2015.

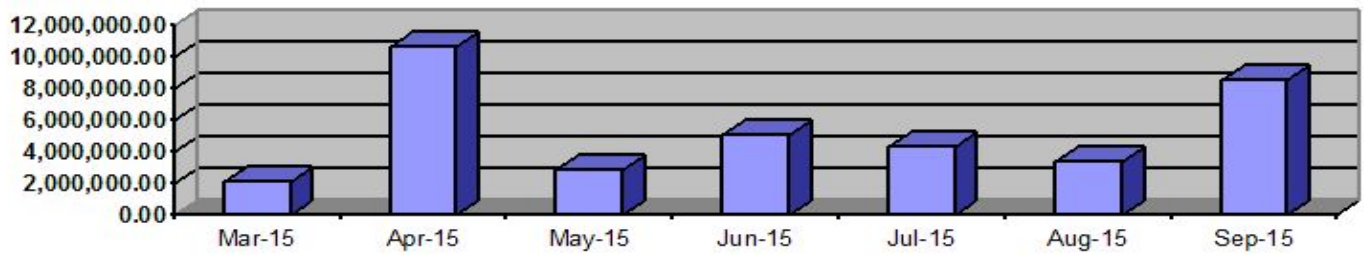
Permits



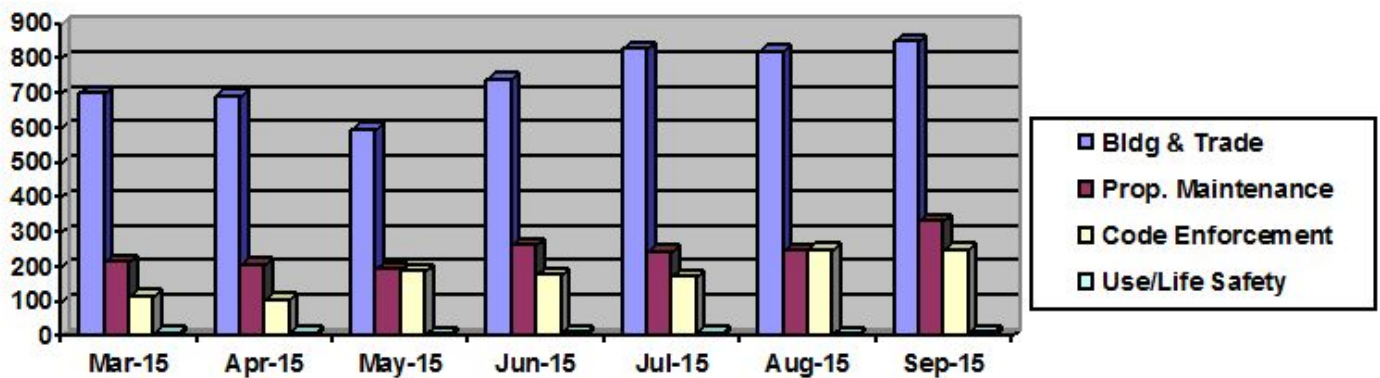
Permit applications received 291
Permits issued 298

Value of Private Construction

Total - \$8,500,324.61

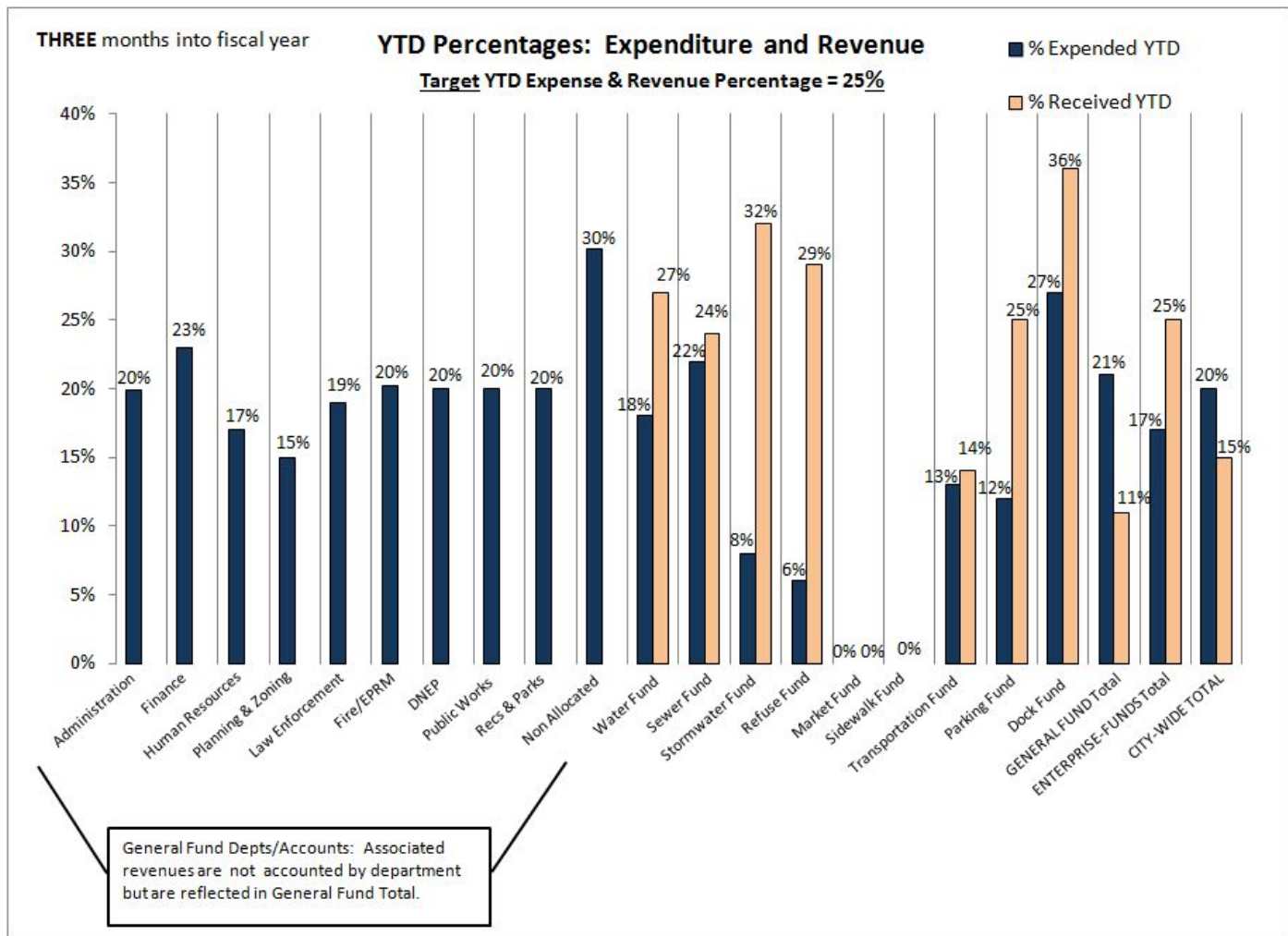


Private Construction Inspections Performed



Building and Trade Inspections	848
Property Maintenance Inspections	333
Code Enforcement Inspections	248
Use/Life Safety Inspections	12

Budget Status



Central Purchasing

Current Procurements

RFP 15-11 – Integrated Parking Operations and Management Services

- 4 proposals received. 3 firms short listed. BAFO requested.

RFP 15-18 – Historic Preservation Consultants

- 23 Qualification statements received. Review in progress.

RFP 15-21 – APD Indoor Firing Range Replacement

- Awarded to Target Worx. Contract in progress.

RFP 15-22 – APD Firing Range Ventilation System Replacement

- 3 Proposals received. Review in progress.

RFP 15-23 – Upper West Street Sector Study

- Awarded to AECOM. Contract in progress.

IFB 15-27 – Second Street Pump Station Repairs

- Awarded to JJID. Contract in progress.

RFQ 15-28 – City Dock Bulkhead Replacement – Construction Services

- Awarded to Cianbro Corporation. Contract in progress.

RFP 16-03 – City Hall HVAC Replacement – Design/Build Services

- Awarded to BPI Mechanical, Inc. Contract in progress.

RFP 16-04 – Assessment of Corrective Measures – Annapolis Landfill

- 2 Proposals received. Review in progress.

IFB 16-05 – Wayfinding Sign Fabrication

- Bids due 10/13.

RFP 16-06 – Energy Performance Contracting

- Proposals due 10/7.

IFP 16-07 – Helix Mooring Installation

- Bids due 10/20.

RFP 16-08 Transit Bus Advertising Program

- Proposals due 10/6.

Completed Procurements

RFP 14-14 DPW Maintenance Facilities – Design/Build Services

- Awarded to Gardiner & Gardiner. Demolition phase scheduled for October 2015 completion.

RFP 15-04 – Bundled Construction Projects – ADOT

-Awarded to Albrecht Construction. Project scheduled for October 2015 completion.

RFP 15-10 – Storm Water Management Inventory and Watershed Improvement Plan

- Awarded to URS. Project scheduled for December 2015 completion.

IFB 15-05 Janwal II Water Tank Painting

- Awarded to Ionion Painting. Project scheduled for October 2015 completion.

RFP 15-09 – Truxtun Pool Assessment

- Awarded to SEI Architects. Project scheduled for September 2015 completion.

RFP 15-12 Annapolis Renewable Energy Park

- Awarded to BQ Energy. Lease approved. Project scheduled for October 2016 completion.

RFP 15-15– Bus Shelters

- Awarded to Decamil. PO issued. Delivery scheduled for November 2015.

IFB 15-17 – Annapolis Dam Repairs

- Awarded to M2 Construction. Project scheduled for February 2016 completion.

RFP 15-20 – Eastport Traffic Study

- Awarded to Sabra Wang & Associates. Study scheduled for March 2016 completion.

IFB 15-25 – City Dock Bulkhead Replacement – Steel Sheet Piles

- Awarded to Skyline Steel. PO issued. Delivery scheduled for October 2015.

Pending Procurements**RFP 16-09 – Transit Bus Electronic Fare Box Collection System**

- Draft in progress. Anticipated release in October.

RFP 16-10 – Legal Services – Police and Fire Retirement Commission

- Draft in progress. Anticipated release in October.

RFP 16-11 – Construction Services – Stanton Center Door Replacement

- Draft in progress. Anticipated release in October.

Capital Projects

Pump Station Replacement/Rehabilitation

Second St. Pump Replacement – Project is for bypass of the pump station and repair of the wetwell, in conjunction with installation of a new pump and rehabilitation of the motor control center. The contracts for construction and construction administration/inspection services are expected to be awarded in October. Bywater Pump Station Rehabilitation – All work is complete. Closeout documents are being collected.

Sewer Rehabilitation/Water Distribution

USNA Flowmeter – Work continues for evaluation of the existing flumes, including flow meter data analysis and preliminary plan. A meeting was held September 22 with the consultant to discuss the draft report. Buried Asset Evaluation – Weekly meetings with the consultant continue. A meeting was held September 28 to review preliminary valve & hydrant condition assessments.

Water Tank Rehabilitation

Janwal Tank exterior painting work has had rain delays, but is expected to be completed in mid-October.

New Water Treatment Plant (WTP)

WTP Design/Build (D/B) – Project work included treatment area wall and slab concrete, underslab, finished water and overflow piping and demolition work.

Annapolis Water Reclamation Facility (AWRF) Projects – Influent Pump Station project and Flow Measurement project (County managed)

Influent Pump Station – Meeting scheduled for October 6 to get update on AWRF Influent Pump Station (for City flow) project. Flow Measurement Improvements – The Mayo force main project, which will include AWRF City and County flow measurement improvements, is underway with current focus on the force main alignment.

Road Resurfacing

Next round of paving in the Van Buren neighborhood is scheduled for early October. Milling of a portion of Hunt Meadows Drive between Riding Ridge Road and Harness Creek Drive began at the end of September.

Dam Repair at Waterworks Park

Phase 1: shotcrete was installed. Switched demolition method to abrasive demolition which was easier to control and less destructive. Phase 2: dam cap was removed and electric conduits with pullbox were installed. Rebar installed in cap area. Face of dam was abrasively demolished, cracks were epoxy injected and mesh reinforcement was installed in preparation to receive shotcrete. 16 of 19 weepholes have been installed.

City Hall Projects

Began demolition of the oil-burning boiler on September 28. BGE working on schedule for new gas service to City Hall. New gas-burning boilers have one week lead time. Phase I of HVAC Project (boiler replacement) will be completed in November.

Landfill Gas Mitigation

Working to resume negotiations with MDE on the Draft Consent Order in order to finalize an agreement that outlines a clear course of action for the site. Sampling work continues for semi-annual monitoring events.

Maintenance Facilities

Temporary facilities and demolition drawings to be submitted to DNEP during the second week of October. Demolition of 935 Spa Road to begin in early November.

Stormwater Management Retrofit

Proposal received for design of storm drain system improvements at the eastern end of Prince George Street. Stormwater issues at other locations have been identified, inspected in the field, and are being evaluated for potential solutions.

Main Street Reconstruction

An inventory of buildings with sprinkler system connections indicates that approximately 51 buildings do not have sprinkler connections with an estimated cost in excess of \$1,000,000 to install.

City Dock Bulkhead Replacement, Phase 2

Five bids were received in August. Cianbro, a local construction firm, was the apparent low bidder at \$3,245,991. The City issued a Notice of Intent to Award to Cianbro, and has received all the required documentation (insurance certs, performance and payment bonds, etc). Skyline Steel submitted shop drawings for review. EBA, the design engineer, reviewed the drawings and provided comments. The City is proceeding with construction of the electrical equipment under an existing HPC Certificate of Approval.

Personnel Update

New Hires

Police - 2

Planning and Zoning - 1
Public Works - 2
Recreation and Parks - 2
Transportation - 1

Promotions/Internal Vacancies Filled

DNEP - Senior Property Maintenance Inspector

Law Office Report

Open Litigation

Case Name	Dept	Comments
Moe's Southwest Grill PJR A.A. Circuit Court Case No. C-2013-178391 (L39-13)	BOA	Court of Special Appeals affirmed Circuit Court decision, which affirmed BOA approval of special exception for Chipotle Mexican Grill at 36 Market Space; Petition for Writ of Certiorari filed in Court of Appeals; Writ of Certiorari granted; oral argument pending
City of Annapolis v. SPAW, LLC (Municipal Infractions) A.A. District Court Case No. 3z36100886, 5z36100888	HPC	Appeal to Circuit Court of District Court's finding of Municipal infraction; trial 12/17/14 – continuation of trial 9/15/15; Court granted summary judgment in favor of City
McShane Glover – PJR A.A. Circuit Court Case No. C-2014-190935 AA (L72-14)	HPC	Memoranda filed; oral argument 10/5/15; decision pending
Stansbury v. COA U.S. District Court of MD, Civil Action No. 1:15-CV-497-GLR	PW	Complaint and Answer filed; discovery ongoing
City v. Groblewski A.A. District Court Case No. CV-15-003794	AFD	Trial date 10/22/15

Rodriguez v. City of Annapolis A.A. District Court Case No. CV-15-003948	DOT	Trial date 10/1/15; court found in favor of Rodriguez
Sheahan PJR (3 Revell Street) A.A. Circuit Court Case No. CV-2015-001576 (L56-15)	HPC	Petition for Judicial Review and Answer filed; Memorandum of Law pending; Oral argument 10/25/15
Cecelia Brown v. COA A.A. District Court Case No. CV-15-004927 (L59-15)	PW	Complaint and Answer filed; discovery ongoing; new trial date pending
De De Enterprises, Inc. t/a Free State Printing v. COA A.A. District Court Case No. CV-15-006469 (L75-15)	Finance	Complaint and Answer filed; Third-Party Complaint filed; trial date 12/8/15
City v. Neal, et al. A.A. District Court Case No. CV-15-008769 (L78-15)	DNEP	Complaint filed; answers filed; trial date 12/8/15
Cully v. COA A.A. District Court Case No. CV-15-009102 (L80-15)	PW	Complaint and answer filed
COA v. 94 East Street heirs A.A. District Court Case No. D-07-CV-15-005092 (+77)	DNEP	Complaint filed; 78 municipal citations total
Carroll v. Pristoop, et al. A.A. District Court Case No. CV-15-009826	APD	Complaint and answer filed; discovery ongoing
Armstead v. COA, et al. A.A. Circuit Court Case No. C-02-CV-2534	APD	Complaint filed; motions to be filed; discovery ongoing
State Farm Insurance (Chapman) v. COA A.A. District Court Case No. D-07-CV-15-000197	DOT	Complaint and answer filed
MCCR / EEOC Cases:		
(none currently)		
Administrative Hearings:		

(none currently)		
Workers' Compensation Appeals to Circuit Court:		
Imhof v. City		Trial date set for 6/11/15, however, Judge Manck granted Claimant's motion to remand. Waiting on Order and will discuss further action upon receipt of same; DA will follow up with CA regarding same.
Disability Retirement Review Board Appeals:		
Thomas v. City	AFD	Hearing pending on 11/24/15
Union Grievances:		
(none currently)		

Adopted Legislation

Adopted on 9/21/15

- **O-33-15 Water Service Agreement - Hopkins property** - For the purpose of authorizing a water service agreement providing for the extension of City water service to certain property located in Anne Arundel County, outside of the boundaries of the City of Annapolis; and matters generally relating to said agreement.
- **O-35-15 CITY OF ANNAPOLIS POLICE AND FIRE RETIREMENT PLAN** - For the purpose of adopting the City of Annapolis Police and Fire Retirement Plan Amendment and Restatement, effective July 1, 2015.

Adopted on 9/28/15

- **R-21-15 Amending 2015 Dates of First Sundays Festivals** - For the purpose of amending the dates on which the First Sundays Festivals are authorized to sell merchandise in the Historic District by adding the first Sunday in November and removing the first Sunday in December of year 2015.
- **R-22-15 Street Rights-of-Way at the Enclave at Spa** - For the purpose of privatizing the street rights-of-way in the Enclave at Spa residential planned development in accordance with Section 20.20.01.A of the Code of the City of Annapolis.

City Clerk

Alcoholic Beverage Control Board

PUBLIC HEARING

CHA CHA CHICKEN - New

Application for a new alcoholic beverage license Class B-2 Restaurant, Beer and light Wine, only with meals, six a.m. to twelve midnight seven days per week (special Sunday license) by Rebecca L. Porzillo, John E. Dove and Luis E Rodriguez for the premises known as, GOROGA, inc., t/a Cha Cha Chicken, 1411-B Forest Drive, Annapolis, MD 21403.

FLAMANT - New

Application for a new alcoholic beverage license Class B-2 Restaurant, Beer, Wine and Liquor only with meals, six a.m. to twelve midnight seven days per week (special Sunday license) by Huseyin G Ozan, Travis Martz and Michael Moran for the premises known as, FLAMANT, LLC, T/A Flamant, 17 Annapolis Street, Annapolis, MD 21401.

BUSINESS AND MISCELLANEOUS

LOEWS ANNAPOLIS HOTEL –Substitution of Officer

Carla Simpson to replace Jess Hardesty

CHESAPEAKE REGIONAL ACCESSIBLE BOATING– Wine Tasting and Gin Tasting

Request for a Special Class C One Day Liquor License with Consumption of Alcoholic Beverages on City Property approval for a Wine Tasting and Gin Tasting during the US Sailboat show from 11:00 a.m. to 7:00 p.m. on the floating barge and docks off of City Dock on Thursday October 8, 2015 through Monday October 12, 2015

CHESAPEAKE REGIONAL ACCESSIBLE BOATING– Wine Tasting and Gin Tasting

Request for a Special Class C One Day Liquor License for a Wine Tasting and Gin Tasting during the US Powerboat show from 12:00 p.m. to 5:00 p.m. in the Annapolis Yacht Basin Parking lot on Thursday October 15, 2015 through Sunday October 18, 2015

ANNAPOLIS MARITIME MUSEUM – Boatyard Beach Bash

Request for a Special Class C One Day Liquor License with Consumption of Alcoholic Beverages on City Property approval for the Boatyard Beach Bash from 4:00 p.m. to 10:30 p.m. at 723 Second Street on Saturday September 19, 2015

STANTON COMMUNITY CENTER – Rochelle C. James

Request for Consumption on City Property permit for private rental party from 3:00 p.m. to 8:00 p.m. on Sunday December 13, 2015

THE HARBOR GRILL – Temporary Extension of Licensed Premises

Extension of Licensed Premises during a Special Event – US Boat Shows on Thursday October 8, 2015 through Monday October 12, 2015 and Thursday October 15, 2015 through Sunday October 18, 2015

THE FLEET RESERVE CLUB – Temporary Extension of Licensed Premises

Extension of Licensed Premises during a Special Event – US Boat Shows on Thursday October 8, 2015 through Monday October 12, 2015 and Thursday October 15, 2015 through Sunday October 18, 2015

THE ANNAPOLIS MARRIOTT HOTEL – Temporary Extension of Licensed Premises

Extension of Licensed Premises with live music during a Special Event – US Boat Shows on Thursday October 8, 2015 through Monday October 12, 2015 and Thursday October 15, 2015 through Sunday October 18, 2015

SPECIAL CLASS C, ONE DAY LIQUOR LICENSES ISSUED IN SEPTEMBER = 24

- 11 - Fully Executed Legislation
- 17 – Fully Executed Contracts/Agreements
- 3- Request for information via Citizen's completed
- 4- Requests for information Alderpersons
- 2- City Departments information requests
- 10- Special Event Application Reviewed
- 5 – Solicitors Application Regular
- 7- Registration Certificate for Exempt Peddlers Applications

Board of Supervisors of Election

Creation of CA-2-15 to answer questions from the Mayor's Transition Team on Boards and Commissions

- 1 – Meeting with Chair of the Board of Supervisors of Elections

Public Safety Update

Fire Department

Monthly News/New Projects

The Department responded to 834 calls for service in September and a total of 7330 calls for 2015 with the following breakdown:

- EMS - 625 or 74%
- Fire – 115 or 16%
- Service – 71 or 7%
- Rescue – 16 or 2%
- Hazmat – 7 or 1%

Notable Incidents –September Highlights:

9/5/15 - Fire/HazMat/EOD support Operations Navy-Marine Corps Stadium

9/5/15 - Boat Fire with burned patient - Spa Creek

9/15/15 - Suspicious Package - 44 Calvert Street

9/19/15 - Fire/HazMat/EOD support Operations Navy-Marine Corps Stadium

9/26/15 - Suspicious Package - 143 Compromise Street

9/28/15 - Suspicious Package - King George Street @ Randall Street

Department wide foam training at MFRI Fire Academy Centreville

Multi-Jurisdictional training at County Fire Academy for transitional fire attack

- Completed 67 new fire safety building inspections and 18 re-inspections (includes inspections conducted by station personnel)
- Our personnel installed 1 smoke/CO alarm and conducted 15 public education events.
- Training hours completed –1711
- ISO rating – Class 2
- The Fire & Explosive Services Unit responded to 10 Explosive Services Requests and 12 K-9 requests and completed 2 fire safety inspections. Also, they handled 7 assist police calls and 2 Public Education events.
- All Fire Investigators completed annual firearms qualifications training.
- The Fire Marshal staff attended the Mid Atlantic Life Safety Conference which included various topics such as: Boston Marathon Bombing, Toward Zero Deaths-Blending All 4E's of Highway Safety, Partnering to Understand the Legislative Process, When Stuff Mounts: Hoarding and Clutter in the Context of

Emergency Response, Anne Arundel County Mass Fatality and Family Assistance Center Plans, Transforming Your Department into a Digital Public, Capabilities of the Maryland Shock Trauma Center, Hyperbaric Department and What does the Fire Service Really Know about Fire Protection Systems?

- The Fire Marshal's Office participated in the "Come out of the Darkness Suicide Awareness Walk" with Sparky the fire prevention dog.
- The crew from Eastport painted the hull on our Fire Boat. They took the Fire Boat to the DNR boatyard on the Eastern Shore and spent three days sanding/painting the hull and replacing the zincs. This saved the taxpayers several thousand dollars.
- All Stations conducted Foam training in preparation for the annual Fall Boat Shows.
- Several members of the Department participated in the Annual Travis Manion Foundation Hero's Run at the USNA Stadium. (9/13)
- Chief Stokes held his Annual Labor Day Cookout
- Our personnel were able to resuscitate a race participant in the Annapolis 10 Mile race. The individual was a USNA Coach and the save was publicized in the news.
- The new generator for the Taylor Ave Fire Station is up and running - this completes a three year project to replace all our Station generators and relocate them outside the buildings.
- Chief Stokes, Simmons and Remaley met with Mayor regarding Transition Team reports.
- Lt. Tina Pitner sung the National Anthem at Mission Barbeque on West Street on September 11th.
- The Fire Department attended a preparation meeting with City and Fall Boat Show Officials.
- The Department provided EMS/BOMB/Hazmat services for USNA football games.
- The Department is working with OEM on the planned Drive Thru Flu Clinic.
- Lt. Zapata attended the Annual Annapolis Hispanic festival.
- Conducted OSHA Bloodborne Pathogens Training
- This month's Fire Prevention Message banner is "Hear the BEEP where you SLEEP - Every bedroom needs a working smoke alarm".
- A pressure test of the City Dock Standpipe system failed the leak test again. A meeting was held with Public Works, the Fire Marshal and Harbormaster. It was decided to obtain estimates to replace the system. In the meantime we will staff the Fire Boat during the Boat Show.
- Conducted annual OSHA Hazmat Operations and Hazard Communications training.
- Working on possible mold issue at the Eastport Fire Station – The building was tested, no mold issues identified. The testing company did recommend providing dehumidifiers and HEPA filters for each station. This recommendation has been completed.

Financial Activity Report

- OVERTIME COSTS: (Note: Budgeted monthly average \$35,833.00)

- For the month of September the Department used 429 hours of overtime at a cost of \$22,623.83 this represents a usage of 5.26% of our total annual budget available for overtime. Our YTD overtime expenditures are \$82,481.67 or 19.18% of our annual OT budget.
- We currently have three (3) personnel on long term disability and six (6) vacancies.

Major Planned Actions

- Continue with Smoke Detector outreach program.
- This year (2015) marks the 40th anniversary of paramedic service in the City of Annapolis. The Department has started planning to recognize this event.
- Participate in the Anne Arundel Medical Center Emergency Preparedness Fair.
- Prepare for Fire Prevention Month in October.
- Fall Boat Shows
- The Firefighters Union will be selling and wearing pink T-Shirts in support of breast cancer awareness. All proceeds from the T-shirt sales will be donated to cancer research.
- WNAV Interview for Fire Prevention Week.

Emergency Management

Incidents and Events

- September 6, 2015 – Power Outage at Timothy House
OEM responded to a report of a power outage at Timothy House and worked with property management to ensure that all residents had access to shelter and power.
- September 6, 2015 – Fallen Tree on Silopanna Road
OEM responded to a report of a tree that fell on The Enclave, an apartment building at 20 Silopanna Road. OEM supported the efforts to remove the tree and facilitate the safety of residents and the building.
- September 10, 2015 – Coastal Flood Advisory
OEM sent one Emergency Management Alert to inform key officials, employees, and surrounding partners about a Coastal Flood Advisory. Heavy rains caused flooding in the downtown area impacted several streets.
- September 17, 2015 – Forest Drive Road Closure
OEM sent one Emergency Management Alert to inform key officials, employees, and surrounding partners about the temporary road closure of Forest Drive. Traffic was shut off on Forest Drive due to a downed utility wire, causing heavy congestion in the surrounding areas while detours were implemented.
- September 28, 2015 – Suspicious Package

- OEM sent one Emergency Management Alert to inform key officials, employees, and surrounding partners about King George St being shut down for a suspicious package.
- September 29 - October 3, 2015 – Tropical Storm Joaquin
OEM sent six Emergency Management Alerts to inform key officials, employees, and surrounding partners in anticipation of Tropical Storm Joaquin. OEM participated in daily conference calls with officials from the National Weather Service and the Maryland Emergency Management Agency to track the storm. Efforts for this weather system continued into October, where an Operational Briefing was held on October 2nd. The Briefing included representation from the Mayor's Office and every City Department to discuss plans and preparations in the event Hurricane Joaquin were to significantly impact Annapolis.
- September 30, 2015 – Forest Drive Closure
OEM sent one Emergency Management Alert and a CodeRED All Call to alert the local population of a downed communications wire which resulted in a temporary closure of Forest Drive.

Planning

- The Office of Emergency Management welcomed Megan Williams, a new contractor from the University of Maryland Center for Health and Homeland Security, on September 22nd.
- OEM staff continued to work on the CodeRED Usage Policy for the City of Annapolis and Anne Arundel County.
- OEM staff continued to update the Emergency Operations Plan.
- On September 1st, OEM staff met with Major Allen Johnson of the Salvation Army to help understand each other's role in the community.
- On September 10th, OEM participated in a conference call with officials from the Maryland Emergency Management Agency to discuss salt supplies and procurement for the upcoming winter.
- On September 10th, OEM staff attended a meeting of the Cultural Resources Hazard Mitigation Steering Committee.
- On September 14th, OEM staff met with representatives from the Annapolis & Anne Arundel County Convention and Visitor's Bureau in order to continue planning efforts for the organization's Emergency Action Plan.
- On September 16th, OEM presented to the Public Safety Committee Meeting on National Preparedness Month and the upcoming Drive Through Flu Clinic.
- On September 16th, OEM staff attended a Disaster Debris Task Force meeting with the Baltimore Regional Transportation Board.
- OEM held a Staff Meeting on September 18th.
- On September 18th, OEM staff participated in a conference call with Maryland Emergency Management Agency officials to discuss preparations for the papal visit to the region.
- On September 21st, OEM staff attended the Transportation and Public Works Committee held at the Baltimore Metropolitan Council.

- On September 21st, OEM staff attended the kick-off meeting in Glen Burnie for the Winter Relief Program for the 2015-2016 winter season.
- On September 24th, OEM staff attended meetings of the Local Emergency Planning Committee and the Anne Arundel County Health & Medical Committee.
- OEM staff attended a meeting of the UASI Emergency Management Subcommittee on September 29th. This meeting was used to focus on Regional Evacuation Plan Technical Assistance.
- OEM staff participated in a working group meeting with the UASI Recovery Subcommittee on September 29th. This meeting was used to focus on the planning and development of local and regional recovery plans.
- OEM staff participated in a meeting on September 29th to plan the Mayor's Initiative for Businesses. This initiative will consist of several presentations by Annapolis Fire, Police, and OEM to businesses on an array of public safety issues.

Training/Exercise

- On September 1st and 28th, OEM hosted the Drive-Thru Flu Clinic Meetings with Anne Arundel County Health Department, Anne Arundel County OEM, Annapolis Fire Department, Annapolis Police Department, and the PIO in Anne Arundel County.
- On September 3rd, OEM staff received CodeRED ENC Launcher mobile app training. This enables OEM staff to launch CodeRED calls through a mobile app with any mobile device.
- On September 30th, OEM Staff held a tabletop exercise with HACA staff to help with their emergency response and preparedness activities.
- OEM staff began building a Winter Training for EOC representatives, Red and Blue Team members and Call Center representatives. This training will be delivered through the City's website.

Outreach

- On September 2nd, EOC staff interviewed with 1430 WNAV for the half hour "Talk With" program to discuss emergency preparedness and National Preparedness Month.
- On September 10th, OEM staff met with the newest outreach employee of the Anne Arundel County Office of Emergency Management to discuss shared responsibilities and future projects with both offices.
- OEM staff attended the Anne Arundel County Emergency Preparedness Expo on September 12th.
- On September 15th, OEM staff met with the Houses of Worship Planning Committee to discuss the October 15th Emergency Action Planning Workshop for Houses of Worship.
- On September 15th, OEM staff presented to a women's group who meets once a month to discuss timely topics. In coordination with National Preparedness Month, OEM presented at

Ram's Head Live to the Covington Alsina group about overall emergency preparedness, Prepare Me Annapolis mobile app and the Drive-Through Flu Clinic.

- On September 16th, OEM staff attended the 2nd Annual Anne Arundel County Medical Center Emergency Preparedness Fair. Staff provided emergency preparedness literature to medical center staff.
- On September 17th, OEM staff attended the 25th Anniversary Partner Recognition Event of the Annapolis & Anne Arundel County Convention and Visitor's Bureau at the Navy Stadium.
- On September 20th, OEM staff attended the Maryland Avenue Fall Festival and spoke with attendees about keeping their families prepared for emergencies.
- On September 23rd, OEM staff presented to the Bloomsbury Square community at the neighborhood association monthly meeting. OEM was invited to present on emergency preparedness and also encouraged participants to download the Prepare Me Annapolis mobile app.
- OEM staff attended the Kunta Kinte Festival held on September 26th.
- On September 30th, OEM staff gave a presentation for "Weather it Together: Preparing your Business and Building for Natural Disasters" to business representatives and local officials.
- OEM staff assisted in gathering and recruiting volunteers for the Drive Through Flu Clinic. A volunteer training will be held on October 14th for all volunteers.
- OEM staff picked up the completed entries for the 2nd Annual Severe Weather Awareness Poster Contest from St. Mary's and St. Martin's School on September 22nd. The recognition event must be rescheduled after being postponed due to the threat of Hurricane Joaquin.
- Downloads of the emergency management free mobile app "Prepare Me Annapolis" reached 1,625 as of September 30th.
- OEM has increased its Twitter followers to 856.
- OEM has increased its Facebook 'likes' to 1,166.

Grants Management

- OEM continues to encumber funds in the FY 2014 Urban Area Security Initiative (UASI) and State Homeland Security Grant Programs.
- A Grant Adjustment Notice (GAN) has been established for UASI FY 2015.

September	
UASI FY 2014 LETPA	\$5,291.04

	\$10,190.00
	\$5,062.50
TOTAL UASI FY 2014 LETPA	\$20,543.54
UASI FY 2014 HAZMAT	\$5,736.12
TOTAL UASI FY 2014 HAZMAT	\$5,736.12
UASI FY 2014 Bomb Squad	\$922.00
TOTAL UASI FY 2014 Bomb Squad	\$922.00
TOTAL September Grant Expenditures	\$54,403.32

Police Department

1. Personnel

	Sworn	Full Civilian	Contractual Full	Contractual Part	Temporary	Exempt	Total
Current	105	27	6	3	11	5	157
Vacant	4	3	1	1	1	0	10
Total Allocated	109	30	8	4	12	5	167

- Seven sworn and one civilian were sidelined due to medical, light duty or administrative issues.
- Three officers are in field training and two in currently assigned to a police academy.

2. Community Relations

JOINS:

Officers reviewed 12 reports for the 17 juveniles arrested during this period. Of these cases, zero met the JOINS criteria. There is currently no youth in the program. Officer Smikle conducted 12 home visits and 10 school visits to juveniles who have completed the program and other at risk youth. We received information about another diversion program that would

accept subsequent offenders and Officer Smikle is looking into the program to see if it would be a good fit for some of our juveniles that cannot enter JOINS.

Hispanic Liaison:

Mr. Hudson has been assisting CID with multiple investigations and, in fact, spent over 85 hours this month assisting them. He attended a meeting with Anne Arundel County Public Schools about unaccompanied minors, worked with Bates Middle School to help a troubled juvenile, and brainstormed with the State's Attorney's Office on how we can help the Hispanic community.

ALERT Grant:

Mrs. Hartlove conducted vehicle checks in Eastport on September 16, 23, and 29. She also filled in for the receptionist one day.

Explorers POST 199:

The Annapolis Police Explorers had 4 meetings this month. We are going over one subject a month from now until the national conference. This month was what to do when responding to a burglary in progress. They also took their first PT Test of the fiscal year. They did very well. They each made goals on what they would like to improve on but overall the Advisors are proud of where they are.

Planning for the Annapolis Police Gala is in full swing. Officer Thiel has spoken to the Lowe's Hotel about using their space for the event. The coordinator feels like it will be a good fit. They have not given a quoted price yet. Officer Thiel will meet with her again next week. The Explorers are working hard to gather Sponsors for the event and donations for the silent auction and raffles. We still have a long way to go.

Community Services Section attended the following meetings/events:

- CSAFE/ HEAT Team (1)
- Explorers Meeting/ Training/ Events (4)
- Honor Guard Training
- UASI PIO Meeting
- Most Wanted Tapings (1)
- The Big Read planning meeting
- Homeless Coalition Meeting
- "Family Reunion" at Georgetown East Elementary
- Annapolis Roads Community Meeting
- Hispanic Heritage Festival
- BE SAFE symposium for people on the Autism Spectrum
- WORA picnic

Upcoming Events:

- Explorers

- Stanton Center Girls Club
- Neighborhood Safety Council Meeting
- UASI PIO Meeting
- Most Wanted
- HEAT Meeting
- Bates Latino Gang Presentation
- Germantown Homewood Community Meeting
- Truxtun Heights Community Meeting
- School Security Meeting
- North Green Condos Community Meeting
- SPIRIT Planning Meeting
- Business Security Meeting
- Coffee with a Cop

3. Special Events

SEPTEMBER MEETINGS AND EVENTS 2015				
Date	Event / Meeting	Location	# Officers	Costs
09-04	Navy Band	City Dock		
09-04	NCIS Meeting	Downtown	Gibbs	
09-04	Music @ Chambers	Chambers Park		
09-05	Navy vs Colgate	NAAA Stadium	27 Officers	\$12,181.66
09-05	West St Flea Mart	1 st Blk West		
09-05	Creek Dr Blk Party	Creek Dr		
09-06	1 st Sunday	1 st Blk West		
09-06	Elk's Parade	West St	15 Officers	\$1,845.03
09-06	Gospel @ Whitmore	Whitmore Park		
09-08	Boat Show Meeting	City Hall	Gibbs	
09-10	Food Paradise Filming	4 th St		
09-12	Feed Annapolis 5K	Downtown	19 Officers	\$2,470.09
09-12	Beer & Music Fest	NAAA Stadium		

09-12	Asbury Outreach	B Nick Way		
09-12	Charles St Blk Party	Charles St		
09-12	Out of Darkness Walk	Downtown		
09-13	Hero's Run	Admiral Heights		
09-13	Remember Ronnesha Walk	Copeland St		
09-13	Nat'l Electric Drive Week	City Dock		
09-14	Navy Football Meeting	NAAA Stadium	Gibbs	
09-16	ATB Meeting	Bay Bridge	Gibbs	
09-17	ABT Parking Meeting	NAAA Stadium	Gibbs	
09-18	Chambers Park Concert	Chambers Park		
09-19	Navy vs ECU	NAAA Stadium	32 Officers	\$14,395.12
09-19	Boatyard Bash	4 th St		
09-20	MD Ave Fest	MD Ave		
09-20	Recovery Walk	Stanton Center		
09-20	Gospel Worship	Hicks Ave		
09-22	Candel Light Vigil	929 West St		
09-23	40 Days of Life	929 West St		
09-24	Tug-O-War Meeting	City Hall	Gibbs	
09-25	Military Bowl Meeting	NAAA Stadium	Gibbs	
09-26	Fringe Fest	1 st Blk West		
09-26	Stan & Joe's Bash	37 West St		
09-26	Kunta Kinta Fest	City Dock		
09-26	Annapolis Design Fest	Edgewood Ave		
09-27	Cure Search	City Dock		

09-27	Oktoberfest	Annapolis. St		
Total				\$ 30,891.89

4. Notable Events

- 15-4084- Harbor Master's - Rape- Victim reported she was raped by a subject she met while at a local bar. The rape occurred in the female bathroom of the Harbor Master's office. CID was notified and responded. Suspect was arrested.
- 15-4183-Armed Robbery-1313 Forest Drive; A male, thin build, approximately 6'2" wearing a white t-shirt, black shorts, and a hat held the store clerk at 1313 Forest Drive at gun point. The suspect demanded and received money. The suspect fled in the direction of the Annapolis Middle School. A perimeter was established, and a K-9 track was conducted. Suspect was not located.
- 15-4364-Stabbing-900 Block of Royal Street; At 0422 hours the victim was found behind 902A Royal Street with apparent stab wounds. The victim is not providing much information at all.
- 15-4448-Strong arm robbery- 44 Pleasant St. ; Officers responded to a theft of a cell phone call at 44 Pleasant St. Officer Reese spoke with the victim and shortly after that a foot chase with the suspect ensued. A perimeter was set up in the graveyard behind Northwest Street, but the suspect was not located. It was later learned that the suspect Rondell Carl Johnson B/M 2/18/97 came into the residence of 44 Pleasant Street. Mr. Johnson forced the victim upstairs and closed the door. Mr. Johnson then threw the victim onto the bed and struck her with his fist. Mr. Johnson then held the victim down on the bed for a few minutes. Mr. Johnson then grabbed the victim's phone and fled the residence. CID was notified.

Building Activity

-
- **Annapolis Transportation Department (308 Chinquapin Round Rd #BLD15-0406)**
Permit issued 7/31/2015 for alterations and repairs. Framing inspection passed 9/28/15.
 - **Anne Arundel County (1740 Forest Drive #GRD11-0031)** Anne Arundel County –
Grading for step pool storm conveyance to be constructed as part of widening of Forest Drive. Permit issued 11/14/13.
 - **Bay Area Christian Counseling (102 Solomons Island Road, #202 #BLD15-0573)**
Permit issued 9/28/15 for tenant fit-out.

- ▶ **Boys & Girls Club (121 S. Villa Avenue #GRD13-0020)** Grading permit issued 10/02/13 for new turf field. Job is complete, but there has been no request for bond reduction.
- ▶ **Celebree Learning Center (504 S. Cherry Grove Avenue #GRD13-0041)** Permit issued 3/19/14 for grading for new commercial building. Bond reduction inspection of 1/16/15 failed as plantings were not installed.
- ▶ **Chart House Restaurant (300 Second Street #BLD14-0311)** Permit issued 9/5/14 for Phase I work to include enclosing existing exit stair, new appetizer prep area in kitchen; new entry, bar, dining room, restrooms & private dining room.
- ▶ **Chart House Restaurant (300 Second Street #BLD14-0312)** Phase II alterations. Last inspection 4/8/15.
- ▶ **Chesapeake Children's Museum (25 Silopanna Road #BLD13-0436)** Exterior repairs permit issued 6/26/13. Last inspection 7/29/15.
- ▶ **Downtown Hope (255 West Street #BLD15-0343)** Permit issued 7/22/15 for renovations for new tenant. Last slab inspection 9/24/15.
- ▶ **Dr. Dan Sandel Surgical Center (104 Ridgely Avenue, Suite 301 #BLD15-0080)**-Permit issued 7/20/15 for interior alterations. Progress inspection 9/16/15.
- ▶ **Drs. Steele & Green (45 Old Solomons Island Road, Suite 203 & 205 #BLD15-0429)** Permit issued 7/16/15 for tenant fit-out for new chiropractor's office. Progress inspection passed 9/14/15.
- ▶ **Eastport Elementary School (420 Fifth Street #GRD15-0015)** Grading permit issued 9/3/15 for addition.
- ▶ **Eastport Elementary School (420 Fifth Street #BLD15-0196)** Permit issued 9/3/15 for Kindergarten addition.
- ▶ **Eastport Fire Station (914 Bay Ridge Avenue #GRD12-0013)** Grading Permit issued 10/17/2013 for new accessory structure. No recent activity.
- ▶ **Eastport Kitchen (923 Chesapeake Avenue #BLD15-0282)** Permit issued 6/9/15 for new casual food facility. Job finaled 9/4/15.
- ▶ **Georgetown East Elementary School (111 Dogwood Road #GRD15-0031)** – Grading permit issued 9/11/15 for addition.

- ▶ **Georgetown East Elementary School (111 Dogwood Road #BLD14-0783)** Permit issued 9/11/15 for Kindergarten addition.

- ▶ **Governor Calvert House (58 State Circle-#BLD15-0155 & BLD15-0156)** Permit issued 6/4/15 for interior renovations to rooms and public spaces. Partial final 9/28/15 on guest rooms (#BLD15-0156). No inspections yet on public spaces.

- ▶ **Graul's Market (607 Taylor Avenue - #BLD13-0201)** Permit issued 9/6/2013 for interior alterations. Job finalized 9/9/15.

- ▶ **Hillsmere Exxon (1000 Forest Drive (#GRD14-0009)** Permit issued 2/10/15 for trenching of vapor collection system as required by MDE. Revisions issued 4/30/15. No inspections to date.

- ▶ **Living Oceans Foundation (130 Severn Avenue, #100 #BLD15-0303)** Tenant fit-out permit issued 6/8/15. Building final failed 9/24/15.

- ▶ **Maryland Hall for the Creative Arts (801 Chase Street #BLD15-0333)** Permit issued 6/23/15 for stage area renovations. Job finalized 9/4/15.

- ▶ **Maryland Inn (16 Church Circle #BLD15-0160 & #BLD15-0161)** Permit issued 6/5/15 for interior renovations to rooms and public spaces. Partial final 9/14/15 on guest rooms. Framing inspection 9/4/15 on public spaces.

- ▶ **Mary Moss Academy (245 Clay Street #BLD15-0277 & BLD15-0278)** Permit issued 6/19/15 for alterations to re-locate school. Job finalized 9/1/15.

- ▶ **Maynard Burgess House (163 Duke of Gloucester St # BLD13-0538)** Permit issued for exterior repairs 11/12/14. No recent activity.

- ▶ **New Brown Salon & Spa (15 West Street #DEM15-0026)** Permit issued 8/25/15 for interior demolition only . No inspections to date.

- ▶ **New Salvo Auto Parts Store (601 Chinquapin Round Road –DEM15-0025)** Permit issued 8/24/15 for interior demolition only. No inspections to date.

- ▶ **Osteria (177 Main Street #BLD12-0932)** Permit issued 4/10/13 to add seating in basement. Has major plumbing issues. DNEP forwarded letter to Owner to either schedule final or renew expired permit. New architect working on revised plans. A new grease interceptor is being planned as part of a future bar renovation.

- ▶ **Robert Johnson House (23 State Circle #BLD15-0157 & #BLD15-0161)** Permit issued 6/5/15 for interior renovations to rooms and public spaces. Final failed for public spaces permit (#BLD15-0157); Partial final on guest rooms (BLD15-0161) 9/15/15.

- ▶ **Rocky Gorge (Aris T. Allen Blvd #GRD14-0006)** Grading permit issued for new development. Progress inspection 9/24/15. Silt fence still needs to be installed in pipe area; other former issues were resolved.

- ▶ **Rocky Gorge (Aris T. Allen Blvd #BLD14-0252)** Permit issued 6/25/14 for 1st single family dwelling in Rocky Gorge development. No inspections to date.

- ▶ **Rutabaga Craft Juicery (114 Annapolis Street #BLD15-0416)** Permit issued 7/27/15 for tenant fit-out for new business. Close to finals.

- ▶ **Soul Restaurant (509 S. Cherry Grove #DEM15-0029 *formerly Five Guys*)** Permit issued 9/23/15 for interior demolition.

- ▶ **Spa Gate Development (701-711 Shelton Avenue BLD12-0507)** New Townhomes – Job is progressing. Some units have been finaled.

- ▶ **Tyler Jordan Wine & Design (32 West Street #BLD15-0189)** Tenant fit out permit issued 6/9/15. Job is progressing. Finaled 9/4/15.

- ▶ **USNA Stadium (511 Taylor Avenue #GRD14-0022)** Permit issued 6/25/14 for grading for next construction phase. No recent activity.

- ▶ **USNA Stadium (511 Taylor Avenue # BLD15-0278)** Permit issued for foundations, stair towers, etc. Job finaled 9/1/15.

- ▶ **USNA Stadium (511 Taylor Avenue #BLD14-0552 & BLD14-0553)** Permit issued 9/22/14 for Phase II work to include new north end club room & suite; replace existing seating; add elevator and stair tower Phase II & III on hold until emergency generator installed, tested and approved. Job finaled 9/2/15.

- ▶ **Village Greens (S. Cherry Grove Avenue, starting with #BLD11-0026 et al)** Job progressing. Townhouses are under construction. Some of the buildings have been finaled. More permits have been both submitted and issued.

- ▶ **West Annapolis Elementary School (210 Annapolis Street #BLD14-0293)** Permit issued 12/12/14 for addition and alterations. Partial insulation inspection passed 9/18/15.

- ▶ **West Annapolis Elementary School (210 Annapolis Street #GRD14-0016)** Permit issued 12/12/14 for grading for addition. Progress inspection 9/18/15.

- ▶ **503–507-B Oaklawn Avenue (#BLD14-0076 BLD14-0079)** Small Subdivision – All 4 permits for new single family modular homes have been issued. Job is progressing.
- ▶ **505 Oaklawn Avenue (#GRD13-0019)** Permit issued for 3/13/14 for grading associated with subdivision. Progress inspection 9/28/15.

Planning Activity

Comprehensive Planning

- Sep. 3: West Annapolis Sector Study approved by Planning Commission
- Sep. 10: Met with County on Forest Drive Corridor Study
- Sep. 15: Training Session
- Sep. 16: Wayfinding Pre-Bid meeting
- Sep. 22: BRTB Monthly meeting
- Sep. 24: Eastport Traffic Study meeting
- Sep. 30: Maximize 2040 public meeting for BRTB
- Prepared new zoning maps and staff report for Planning Commission meeting Nov. 5

Current Planning

1. Monthly News/New Projects

- Administrative Adjustment (ADJ2015-022) for Herman Smith, for a reduced side yard setback to construct an addition and new screen porch, located at 50 Southgate Ave.,
- Administrative Adjustment (ADJ2015-023) for Cynthia Danjczek, for a reduced side yard setback to construct a screen porch, located at 119 Conduit St.,
- Site Design Plan Review (SDP2015-045) for St. Lukes Church for Buffer Management Plan approval for removal of invasive vegetation, located at 1101 Bay Ridge Ave.,
- Administrative Adjustment (ADJ2015-024) for Jeffrey & Suzanne Lewis for a reduced front yard setback to construct a covered front porch, located at 228 Sumner Rd.,
- Site Design Plan Review (SDP2015-046) for James Connelly for proposed additions and alterations to an existing single-family dwelling—two-story rearward addition, located at 507 First St.,
- Site Design Plan Review (SDP2015-047) for Melinda Hamilton to construct a rear covered porch, located at 109 Northwest St.,

2. Major Planned Actions

- Planning Commission, October 1, 2015:
- Public Hearings and Deliberations:
 1. Continuation--ZTA2015-003: O-40-15 Waterfront Maritime Conservation District, for the purpose of amending Retail Use, the Standards for Uses Subject to Standards and Parking Requirements in the WMC Zoning District
 2. PD2015-001: Residential Planned Development and Preliminary Record Plat for Annapolis Townes at Neal Farm, by Hogan Real Estate Partners, LLC, property owner and Williamsburg Group, LLC, contract purchaser for construction of a 50 unit townhouse development on 7.85 acres, located near the intersection of Old Solomon's Island Road and Dorsey Drive,
- Planning Commission, October 21, 2015:
- Work Session:
 1. Work Session on Crystal Springs: Analysis of Economic Impacts; Forest, Soils and Groundwater Concerns; Water Quality and Stormwater Issues, Transportation Issues,
- New Business:
 1. PD2013-001: Final Record Plat approval for the Enclave on Spa, a 36 unit townhouse Residential Planned Development of 3.819 acres, located Spa Road,
- Board of Appeals, October 6, 2015:
- Proposed Closed Session - In accordance with the Annotated Code of Maryland, General Provisions Article Section 3-305, Closed Sessions, (b)(7)

Community Development

1. Community Development Block Grant

- Completed and mailed Consolidated Annual Performance and Evaluation Report due to HUD on September 28th.
- Updated mailing list for CDBG Program
- Completed FY 2017 CDBG application. The application notification will be mailed out early October.
- Provided information and arranged site visits for HUD monitoring. Visited the Parole Community Health Center and Restoration Community Development at the Phoenix Center. Expect a favorable review.
- Worked with Habitat to find family for 55 Clay St. property, developed and mailed out promotional matters. Working with prospective buyer.
- Worked with Central Services and Public Works on developing the RFP for Stanton Center door replacement project
- Completed on line requirements for HUD Section 3 Reporting

- Processed requests for payment

2. Homeless

- Completed and submitted the \$145,000 Emergency Shelter Grant (ESG) Application for operating expenses for the Light House Shelter.
- Received and prepared legal and financial documents for the additional \$12,987.00 in FY 2015 ESG bringing the total funding for FY 2015 to \$136,237.
- Completed documents for \$25,000 Rental Allowance Program application which provides funds for homeless prevention to the Community Action Agency
- Participated in Anne Arundel County and Annapolis Partnership to end Homelessness strategy for development of this year's application to HUD for funding.

3. MPDU Program

- Working with developers to help promote the MPDU program to help sell the remaining units.

4. Miscellaneous

- Researched and provided information on HACA for City Attorney and City Manager
- Working with the Anne Arundel Affordable Housing Coalition on advocacy for affordable and fair housing issues.
- Worked with the Community Development Network to set up a workshop on Civil Receivership in Annapolis. Workshop scheduled for Oct. 9th.
- Completed and submitted report on the Bowman Building - Veterans housing project to DHCD.
- Grants currently administered include:
 - CDBG - \$247,000
 - ESG - \$136,000
 - Strategic Demolition - \$100,000

Historic Preservation

Historic Preservation Commission

33 Administrative applications were reviewed, approved and issued by staff.

Total estimated project expenditures of approved applications - Private - \$289,880 / Public \$50,000

1 Public Hearing approval issued.

Total estimated project expenditure of approved applications- Private \$210,000

3 Historic Preservation Tax Credit (HTC) applications were submitted with \$41,660 in qualifying expenditures.

Hazard Mitigation Planning for Historic District

- Secured \$20,000 in funding support from Urban Land Institute to continue public outreach and secure additional expertise and best practices in climate change adaptation
- Hosted leading Sea Level Rise expert, John Englander, in site visit to Annapolis and USNA and included him in Emergency Preparedness workshop at City Council Chambers
- Hosted Steering Committee meeting on 9/10 showcasing City's GIS database as fully-developed to date by MIT.
- Co-hosted with OEM Emergency Preparedness workshop 9/30 for business and building owners in Annapolis/Eastport floodplain areas. Attended my City staff and members of City Council.
- Work underway on Hazard Mitigation Design Guidelines with significant research conducted by two Summer interns and project team

Cultural Landscape Survey / Report

- National Park Service contract staff, P&Z staff, Council members and *Weather It Together* team participated in "What's Your View" community preference survey in partnership with Historic Annapolis.
- Provided NPS with Sanborn Maps, archival photos and historic survey forms for project study area.

HPC Enforcement

Circuit Court hearing resulted in court order for SPAW, LLC to submit for a Certificate of Approval from the Historic Preservation Commission for window replacement on 2 Maryland Avenue

HPC Education / Outreach

Walk Annapolis: Four Centuries of Town Planning and Design - Planning for this sold-out National Preservation Conference tour of Statehouse, USNA and downtown Hazard Mitigation study area.

City Property Activities

Reviewed and commented on contract documents for Old Rec Center. Met with contract purchaser and architect to discuss proposed alterations.

Heritage Commission

- Proposed candidate to Office of the Mayor as qualified for appointment to Heritage Commission.

- Heritage commission quarterly meeting on 9/2. Provided comments on HPC signage application, and forwarded commission recommendation to P and Z director regarding name change for Rogers Heights road to Weems Way.

Main Street Program

- Finalized planning documents for merger of Annapolis Business Association into between MainStreets Annapolis Partnership, renamed Annapolis Partnership
- Planning for the 5th annual Navy / Marine Corps Birthday breakfast co-hosted by City of Annapolis and the Annapolis Partnership - Scheduled for Oct. 13
- Completion of Artistic bike racks and placement in various locations in downtown Historic District - Coordinated Press Event for Mayor and project partners including MDOT, Rec. and Parks, ADOT, P&Z and DPW

Financial and Activity Report

Current Grants secured by HPD (\$99,524 awarded)

- \$3,136– Maryland Association of Historic District Commissions – To fund scholarships for members of the Annapolis Historic Preservation Commission and staff for National Preservation Conference.
- \$46,388.00 – Dept. of Natural Resources – For Designing a Cultural Resource Resiliency Plan.
- JUST AWARDED \$25,000 – Urban Land Institute/Baltimore Chapter – For public engagement in Cultural Resource Hazard Mitigation plan development and expert technical assistance on flood mitigation designs.
- PROPOSAL Submitted to MEMA for preliminary for review on July 30 for a project total of \$142,000 for Hazard Mitigation Plan update to include Cultural Resource Hazard Mitigation Plan

Expenditures to Date	Current Balance	
Annapolis in Bloom	\$20,000.00	\$0
Arts & Entertainment Dist.	\$0	
\$15,000.00		
Heritage Commission	\$0	\$5,000.00
Downtown Annap. Prtnrshp.	\$0	
\$50,000.00		
Annapolis Lndmrk. 50 th Anniv.	\$4,618.88	
\$30,381.12		
HPC Consultants	\$0	
\$15,000.00		
Cultural Landscape Survey	\$37,585.72	
\$62,414.28		
DNR Grant	\$24,379.78	\$22,008.22

Recreation and Parks

Recreation

- The Modell's Sporting Goods "Team Weeks" Fundraiser (8/21-9/17) for the Annapolis Recreation and Parks Scholarship Fund raised \$306.
- One Department staff person was selected to participate in Maryland Recreation and Parks Association Leadership Institute. This is a once per month training covers all areas of Recreation and Parks.
- Department was represented at the Hispanic Heritage Festival on September 28th.
- All the following Stanton Center programs began in September with the start of the school year: Get Smart Club at Stanton Center, Get Smart Club at Annapolis Walk, Friday Night Out, STAIR, MD Food Bank- Supper Club Program and Back to School Night for Annapolis Elementary School.
- Fall Adult Athletic Leagues began in Softball, Kickball and Volleyball.
- Personal Training: 86 hours, Fitness classes: 1,350 participants.
- "Dog Days of Summer" program at Truxtun Pool, where dog owners can bring their dog for a swim, raised \$750 for the ARPD Scholarship Fund.
- Held the Employee Wellness Kickoff Party to encourage employees to be physically active and live a healthy lifestyle..
- Fitness Supervisor, Jen Jennings and Alderwoman, Rhonda Pindell-Charles visited the White House by invitation of Michelle Obama for recognition on Annapolis Recreation and Parks Department achievements with the "Let's Move" Initiative.
- Youth Classes began in Baseball, Fencing, Tennis, Hello Horse, Ballet Classes, Jazz & Hip Hop Class, Giggles, Wiggles and Squiggles (pre-school class), and Kids In Motion – (preschool class).
- Trash and Treasure (Community Yard Sale) was held on Sept 19th.
- Sold 188 more Pip Moyer Recreation Center memberships in September than in August.
- The Pip Moyer Recreation Center Membership Services staff has begun implementing a new member retention program and will be contacting members prior to their annual expiration.
- Pip Moyer Recreation Center Member Services staff is developing a Customer Service curriculum and training program for all staff.

Parks

- Park Maintenance staff began over seeding of athletic fields and doing other Fall seasonal maintenance and repairs at parks.

- In preparation for the Winter season, Parks Maintenance staff will be conducting a snow plow drill/contest on proper assembly and use of snow plows.
- The Pip Moyer Recreation Center cardio and weight rooms were repainted.
- Pip Moyer Recreation Center Auxiliary Gym was repainted and replacement of lights is currently underway.

Harbormaster

- Boat Show preparations are in full swing. Necessary lease amendments for this year's show passed thru City Council unanimously on September 21st.
- The Invitation for Bids for our grant funded (87.5%) Mooring Improvement Project was issued in September. A pre-bid conference was held on September 16th. Bids are due to be submitted on Tuesday, October 6. This project is now well positioned to complete before the Spring 2016 Boat Show.

Transportation

Monthly News

Status of Capital Projects

1. HVAC – there is a delay in the delivery of the equipment until some time in October 2015 and installation will be completed in November.
2. Bus Wash Facility – painting and plumbing have been completed; the two (2) overhead doors have been replaced with new ones; most of the remaining work is completed except the installation of air blowers which is scheduled to be completed in October 2015
3. Operations Control Center – phase one which consists of two (2) new offices is completed; phase two which is renovation of command center has begun; expected completion date is October 2015.
4. Facility Lighting and Surveillance System – surveillance cameras have been installed; the remainder of the work has begun; expected completion date is October 2015.
5. Tire Storage Facility – structure has been erected, electrical work is completed; remaining work is scheduled to be completed in October 2015.
6. Transit Operations Manager interviews to be scheduled in October.

Activity Report

Transit Operations

Overtime and Leave (sick, vacation personal) Hours

Overtime and leave hours for the period September 10, 2015 through September 23, 2015.

Transit Vehicle Operations – Bus Operators only

Overtime:	164 hours
Leave (sick, vacation and personal, etc):	289 hours

Transit Supervision

Overtime:	45 hours
Leave (sick, vacation and personal, etc):	8 hours

Vehicle Maintenance

Overtime	0 hours
Leave (sick, vacation and personal, etc):	90 hours

Overtime and leave hours for the period September 24, 2015 through October 7, 2015.

Transit Vehicle Operations – Bus Operators only

Overtime:	95.5 hours
Leave (sick, vacation and personal, etc):	168 hours

Transit Supervision

Overtime:	43 hours
Leave (sick, vacation and personal, etc):	0 hours

Vehicle Maintenance

Overtime	4.5 hours
Leave (sick, vacation and personal, etc):	130 hours

Vacant Positions

Vehicle Operators:	2
Operations Manager:	1

September 2015 Ridership and Farebox Revenue

Total ridership in September 2015 was 40,396, down by 33.49% compared to September 2014 (Table 1). System-wide, this is the ninth consecutive month of significant reductions in ridership since the implementation of service reductions in November 2014.

Table 1. Unlinked Passenger Trips

Route	September 2015	September 2014	% Change
Red	5,650	7,046	-19.81%
Yellow	2,597	2,869	-9.48%
Green	8,017	9,729	-17.60%
Orange	1,874	2,015	-7.00%
Gold	2,941	6,690	-56.04%
Brown	7,109	10,648	-33.24%
Purple	3,224	3,710	-13.10%
Circulator	4,194	13,857	-69.73%
State Shuttle	4,277	3,707	15.38%
Paratransit	513	465	10.32%
Total (system-wide)	40,396	60,736	-33.49%

Table 2. Farebox Revenue

Route	September 2015	September 2014	% Change
Red	\$7,820	\$9,436	-17.13%
Yellow	\$1,747	\$1,620	7.84%
Green	\$11,138	\$11,771	-5.38%
Orange	\$2,701	\$3,064	-11.85%
Gold	\$3,412	\$7,251	-52.94%
Brown	\$9,823	\$13,703	-28.31%

Purple	\$2,608	\$3,313	-21.28%
Circulator	\$3,616	\$0	0.00%
State Shuttle**	\$660	\$746	-11.53%
Paratransit	\$877	\$529	65.78%
Total (system-wide)	\$44,402	\$51,433	-13.67%
<i>*Circulator was free in 2014. Farebox revenue excludes sale of weekly, monthly, quarterly and annual passes</i>			
<i>**Fares from State Shuttle excludes fares from state employees which is average of \$22,083 a month</i>			

Parking

- Garages (excluding Park Place), February 2015 Revenue: \$#
- On-Street Parking Operations

Overtime and Leave (sick, vacation personal) Hours

Overtime and leave hours for the period September 10, 2015 through September 23, 2015.

Parking Enforcement Officers & Parking Meter Technicians

Overtime: 73 hours

Leave (sick, vacation and personal, etc): 55.5 hours

Overtime and leave hours for the period September 24, 2015 through October 7, 2015.

Parking Enforcement Officers & Parking Meter Technicians

Overtime: 61 hours

Leave (sick, vacation and personal, etc): 44 hours

Parking Garages – Revenue and Vehicles Parked, September 2015

Garage/Lot	Revenue	Vehicles Parked
Gotts	\$138,233.36	16,396
Hillman	\$209,999.96	23,576
Knighton	\$37,114.76	5,047
Park Place	\$116,908.42	8,510

South Street Lot	\$15,240.44	1,559
Larkin Street Lot	\$11,039.95	50
Total	\$528,536.89	55,138

On-Street Parking, September 2015

Citations	2,534
Revenue	\$60,134